



# BHD

MILWAUKEE COUNTY  
Behavioral  
Health  
Division

myAvatar™

*Tips and Tricks*



**Documenting the History and Physical Exam (H & P)**- several changes have been made including: the form is updated and includes widgets; there is a new H & P note type; and a new widget template can be used to pull information from the most recent H & P into the progress note.

1. Changes have been made to the H & P Exam form to streamline the process of gathering and entering data in the form, as well as changes to the layout of the form. Two widgets have also been added, Problem List and Vital Signs widgets. Note there are quick links to other applicable forms on the left-hand side of this form.

**History and Physical Exam**

Assessment Date: 08/13/2019 Time: 01:19 PM Current

Unable to Complete: ☐ Yes ☒ No

History and Physical completed within 30 days: ☐ Yes ☒ No

History Unobtainable from patient due to: ☒ Uncooperative ☐ Mental illness ☐ Mental status altered ☐ Other

Patient is a poor historian: ☐ Yes ☒ No

History obtained from: ☐ Patient ☒ Old Records ☐ Chart ☐ Other

Reason for Admission: ☐ Suicidal Ideation ☐ Aggression ☒ Inability to care for self ☒ Homicidal Ideation

Specify Other:

Unable to complete due to:

**Problems**

- 1 Anxiety with depression
- 2 Homeless single person
- 3 Bipolar 1 disorder
- 4 Specify Other; work
- 5 Specify Other; work 2
- 6 Anxiety with somatic features
- 7 Anxiety with depression

**Vital Signs**

Vital Type	Most Recent (08/06/2019 12:31PM)	Previous (08/01/2019 03:14PM)
Refused Vitals	-	-
Heart Rate	-	-
Blood Pressure	120/80 mmHg	110/70 mmHg

2. All H & P exams (attempts and completions) should be documented in a progress note. Use the Individual or Crisis Progress Note Form to document and bill for the history and physical exam. A new Note Type has been added, **History and Physical Exam**. Select the new note type from the drop-down list. It's important the H & P be documented in the progress note, even when no billing will occur.
3. A new widget template is available in the progress note narrative section that pulls in information from the most recent completed H & P for the client. Access the new template by right-clicking in the white space of the narrative section and follow the path; Widget Templates > Template > History and Exam. Left-click on History and Exam.

Individual Progress Note

CLIENT

Select Client  
CASTLE, CINDERELLA (8168906)

If Applicable, Select an Existing DRAFT Note To Edit or Delete

DELETE SELECTED DRAFT NOTE

Select Episode  
Episode # 3 Admit: 03/15/2019 Discharge: None Program:

-Or Enter a NEW Progress Note Based On:  
☒ New Service  
☐ Existing Appointment  
☐ Independent Note

If Applicable, Select an Existing Appointment

Autosaved at 9:59 AM

PROGRESS NOTE NARRATIVE

Note Type  
History and Physical Exam

Progress Note

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Context Menu:

- Cut Ctrl+X
- Copy Ctrl+C
- Paste Ctrl+V
- Delete
- SpellCheck F7
- Select All Ctrl+A
- System Templates
- User Defined Templates
- Widget Templates
- Template
- History and Exam

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SERVICE INFORMATION

Practitioner  
MORRIS, SUSANNE (010884)

Practitioner Duration (in minutes)

Co-Practitioner

Co-Practitioner Duration (in minutes)

Date of Service  
T Y

Service Program

Location

Service Charge Code

Draft/Final  
☒ Draft  
☐ Final

SUBMIT THIS PROGRESS NOTE

- The new widget template pulls forward all fields (whether or not the fields have data) from the most recently completed H & P. The template is not required; edit the template as needed. For example, you can opt to manually document information obtained from an incomplete H & P, or delete fields from the template that don't contain information.

PROGRESS NOTE NARRATIVE

Note Type  
History and Physical Exam

Progress Note

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--- HISTORY AND PHYSICAL EXAM ---:  
 :  
 : Unable to complete: No  
 :  
 : Unable to complete due to:  
 :  
 : --- ASSESSMENT AND PLAN ---:  
 :  
 : Comments: assessment and plan test  
 :  
 : 5/24/19  
 :  
 : Physical Care Team (PCT) assessment and plan options:  
 :  
 : Follow Up Recommended After Discharge:  
 :  
 : H&P follow up:  
 :  
 : Changes noted:

Draft/Final  
☒ Draft  
☐ Final

SUBMIT THIS PROGRESS NOTE

**Important** - Remember that all completed H & P's need to be routed and signed in Avatar by the attending provider. For the Observation Unit, Dr. Thrasher is designated as the attending and all H & P's should be routed to him.